

November 20, 2013

Contract No. 44000004540
Contract for Roundabout Review
Statewide

Q1. I do not have an audited overhead rate since I am all of operating as a DBA, and I would have no problem with the DOTD Audit Section performing an annual overhead audit of my books. Will this be enough to satisfy this requirement?

A1. An audit would not be required since the billable rate is stated in the advertisement.

Q2. Operating as a DBA has also been an issue regarding the filing with the Louisiana Secretary of State since they do not accept filings from a DBA. Would I be able to file as a Trade name?

A2. Yes, state the name of firm as registered with the Secretary of State.

Q3. Is the proposed billable rate of \$68/hr. intended to include overhead and profit, or is that intended to be a raw direct labor rate? If intended to include markup, that rate would normally correspond to an engineer intern or experienced technician.

A3. The proposed billable rate of \$68/hr. includes overhead and profit. Only other cost to be invoiced will be travel expenses. The rate is for at least a Senior Technician with experience listed in the advertisement.

Q4. Does the Prime Consultant need to have another Principal with a Louisiana P.E.? Assuming I meet the Senior Technician criteria do I need to have a Louisiana P.E. on my team at all?

A4. The minimum personnel requirements list only requires that the Prime Consultant have at least a Senior Technician. It does not require a Professional Engineer.